



State of Tennessee
Department of State
Tennessee State Library and Archives
403 Seventh Avenue North
Nashville, Tennessee 37243-0312

**DEPARTMENT OF INSTITUTIONS
RECORDS
1922-1934**

RECORD GROUP 79

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SCOPE AND CONTENT

The Department of Institutions was created in 1923 for the purpose of administering prisons, reformatories, orphanages, mental hospitals and schools for the handicapped.

This record group concerns that part of the Department of Institutions that administers prisons, pardons and paroles and juvenile institutions.

The bulk of the records fall between the years 1922 and 1934, although there are some files as early as 1915 and some as late as 1969.

The majority of the record group consists of pardon and parole certificates and court indictments.

Of special interest are the gain and loss logs, punishment reports, parole lists, escapes and recapture reports, and letters from prospective employers requesting parolees.

There is included in the group a small group of records of various juvenile institutions, departmental correspondence, Tennessee Probation and Parole Association Minutes, correspondence, files and by-laws. Since this particular group was most recent (1960-1969) and since it dealt with juveniles who are doubtless still alive, a great deal of effort was made to insure confidentiality and to protect the identities of offenders mentioned in this group.

The remainder of the record group consists of business records, money order books, prisoner accounts, purchase books, sales journals and supply and equipment books.

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5	Money Order Book	1927-1928
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7	Purchase Book	1933-1936
8	Prisoner Accounts	1922-1928
9	Sales Journal	1934-1935
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19	Expiration Book	1921-1937
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22	Minutes and Records, TN Probation & Parole Association	1958-1959
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4	Procedures Memo	No Date
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6	Pardons and Paroles Certificates-Tabor-Tyny	1924-1932
7	Pardons and Paroles Certificates-Vanderford-Young	1924-1933

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1	Tennessee Probation and Parole Association-Constitution and Officers	1958-1959
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3	Tennessee Probation and Parole Association-Publications	1964
4	Tennessee Probation and Parole Association-Bylaws	1961
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